

Westfield Intermediate & Middle School PTO

WIMS PTO Funds Submission Form

Submitted by: _____
Committee or Activity: _____
Number of Checks: _____
Date: _____

Total Amount of Checks: _____
Total Amount of Cash: _____
Total Deposit: _____

Other Comments / Instructions:

Explanation of Source of Funds (include copy of any related report)

Requester (Sign): _____ Date: _____

** Please attach any supporting documentation or information that you think would be relevant.